



## The Individualized Family Service Plan Process

### *Facilitator's Planning Worksheet*



**1 hour,  
45 minutes total**

SESSION

**8**

## The Individualized Family Service Plan Process

### Learning Outcomes

- ♦ *Participants will develop an understanding of the Individualized Family Service Plan (IFSP) process and their role before, during, and after the plan's development.*
- ♦ *Participants will recognize and value the different roles and perspectives of all IFSP team members, particularly those of families and service providers.*

Agenda	Length	Facilitator
Introduction and Overview	<b>5 minutes</b>	
Agree on Ground Rules	<b>5–10 minutes</b>	
The Individualized Family Service Plan Process	<b>1 hour, 15 minutes</b>	
Lecturette	<i>15 minutes</i>	
Small-Group Activity	<i>30 minutes</i>	
Large-Group Share-Back	<i>30 minutes</i>	
Wrap-Up	<b>5 minutes</b>	
Reflections/Continuous Improvement	<b>10 minutes</b>	

## Icon Key



Chart



Note



Handouts



DVD



Key Point

## Facilitator Team

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 Name/Family Voice

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 Name/Early Care and Education Voice

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 Name/Early Intervention Voice

## Presentation

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 Date/Time

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 Location

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 # of Participants

## What you will need:

**Charting Equipment:**

- ☐ Flip chart and markers
- ☐ Masking tape or pins

**Handouts (English/Spanish):**

- ☐ #1 Learning Outcomes
- ☐ #2 IFSP Situation I: Yolanda
- ☐ #3 IFSP Situation II: Darrin

## Important Considerations

It is essential that presenters in this session include a family member of a child with a disability and an early interventionist and that both of them be well versed in intervention laws and regulations. Since these laws are constantly changing, presenters should be very familiar with the most recent legislation and regulations in their state and nationally. (See “Facilitator’s Guide” for resource listings.)

This session provides introductory information about the IFSP process. The session can be adapted for heterogeneous or advanced groups by having participants provide the groundwork information discussed in the lecturette. The activity is designed to be conducted in role-alike groups of families and early intervention and early care and education service providers. In such a session, the discussion should highlight the perspectives of individuals with different roles.